

CONFIDENTIAL

NOV 6 1954

MEMORANDUM FOR: The Comptroller

25X1A2d1

SUBJECT : Project [REDACTED]

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1. Pursuant to OGE authorization of 15 September 1954, I have approved Project [REDACTED] and the allocation of not to exceed \$200,000.00 from funds available to the Agency for its support. The Comptroller is directed to make this sum available to the Chief, WH Division.

2. The Chief, WH Division, will be responsible for administering the project and for securing documentation evidencing the fact that such funds as are necessary have been turned over to his Principal Contact.

3. The Principal Contact will furnish the maximum evidence available, under the conditions, for supporting the propriety and reasonableness of the expenditures. Receipts should be obtained whenever possible.

4. For the guidance of the Principal Contact, he should be advised that he must furnish, as a minimum, a statement containing:

- a. A listing of expenditures on a chronological basis.
- b. Sufficient information on the purpose of each expenditure to permit a review as to propriety and reasonableness.
- c. A certification by the Principal Contact indicating in substance that the payments as scheduled had been made, they are reasonable, and, in his opinion, were required for the successful completion of the project.

5. The Chief, WH Division, will forward the documentation received from the Principal Contact to the Finance Division. The Finance Division will accept, as the basis for charging expenses, the certification of the Chief, WH Division, that the documentation meets the requirements outlined above.

6. The Finance Division will make project files available to the Auditor-in-Chief, or his representative, during the course of the project audit.

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Orig & 1 - Addressee

2 - DCI

1 - WH/DMF

151  
ALLEN W. DULLES  
Director

CONCUR:

151  
L. K. WHITE  
Deputy Director  
(Administration)

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